



**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

HMDA - The Hyderabad Metropolitan Development Authority (Medical Reimbursement) Rules, 2009 - Orders -Issued.

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**MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (B1) DEPARTMENT**

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**G.O. Ms. No. 530**

**Dated: 22-8-2009**

**Read:**

From the MC, HMDA Lr. No. 13509/AOE/HMDA/2008, dated 12-11-2008.

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**ORDER: -**

The following notification shall be published in the extraordinary issue of Andhra Pradesh Gazette dated 26-8-2009.

2. The Commissioner, Printing Stationery & Stores Purchase, Hyderabad is requested to furnish 50 copies of the notification to the Government.

**NOTIFICATION**

In exercise of the powers conferred by sub section (1) of section 56 of the Hyderabad Metropolitan Development Authority Act, 2008 (Andhra Pradesh Act 8 of 2008) and in supersession of the earlier orders on the subject, the Governor of Andhra Pradesh hereby makes the following rules, namely: -

**1. Short title, Commencement and Application: -**

- (1) These rules may be called the Hyderabad Metropolitan Development Authority (Medical Reimbursement) Rules, 2009.
- (2) They shall come into force at once.
- (3) They shall apply to the employees of the Hyderabad Metropolitan Development Authority.

**2. Definitions: -** In these rules, unless the context otherwise requires: -

- (a) 'Authority' means the Hyderabad Metropolitan Development Authority or any officer authorized by that Authority.
- (b) 'Authorized Medical Attendant' means a Medical Officer attached to Government Allopathic, Ayurveda, Unani or Homeopathy, Naturopathy hospital or dispensary in the State or any registered Medical Practitioner, who is on the panel of doctors to be approved by the Authority.
- (c) Family means: -
  - (i) In the case of male employee, his parents, wife, legitimate children, residing with and wholly dependent on him.

- (ii) In the case of women employee her parents, husband and children residing with and wholly dependent on her.
- (d) 'Hospital' means a Government hospital, dispensary in Allopathy, Ayurvedic, Unani, Homeopathy, Naturopathy and includes any special Hospital in the State or any Medical institution recognized by the Authority or any nursing Home.
- (e) 'Patient' means an employee of the Authority or any member of his/her family and to whom these rules apply to and who has fallen ill.

### **3. Claims for Reimbursement: -**

- (1) All the claims for reimbursement by the employees and correspondence pertinent thereto shall be disposed by the Secretary of the Authority and his orders shall be final.
- (2) The claim for reimbursement of expenses in respect of parents should be accompanied by a declaration in certificate No. 1 in the appendix.

### **4. Medical Treatment: -**

Medical Treatment means and includes: -

- (a) Consultation.
- (b) Conduct of pathological/ bacteriological/ radiological/ surgical tests etc. (i.e. OP treatment) is allowed for NIMS, SVIMS and other Government hospitals only.
- (c) Purchase of medical appliances like optical lenses, hearing aid, artificial limbs and such other articles as may be useful to the employee in discharge of his official duties.
- (d) Purchase of medicines which specifically does not include cost of tonics.
- (e) Purchase of any other things which the Hyderabad Metropolitan Development Authority specifically authorizes or permits.

### **5. Medical Reimbursement: -**

- (1) All the employees of the Authority shall be eligible for reimbursement of the cost of or expenditure incurred towards medical treatment including pre and postnatal treatment for themselves or their dependent family members.
- (2) For the purpose of reimbursement, the expenditure incurred on account of the following items by the employees as suggested by the NIMS/DME be allowed.
  - (a) Consultation with any doctor or a Specialist, other than those on the panel of medical attendants.

- (b) Advanced Diagnosis tests like pathological, bacteriological or radiological etc.
- (c) Medicines with the explicitly exclusion of tonics, food or toilet.
- (d) Purchase of optical lenses, hearing aid or artificial limbs which would help the employee to discharge his official duties efficiently.
- (e) Acquisition of any other thing or articles service etc. which the Hyderabad Metropolitan Development Authority specifically authorizes or permits.

**6. Refund of Expenses:** - All claims for refund of expenses incurred on account of the purchase of the medicines should be preferred in the manner indicated in appendix.

**7. Consultation with Specialists or Colleagues:** - If the authorized medical attendant is of opinion that the case of the patient is of such serious or special nature as to require medical attendance by some person other than himself or that the patient requires anti-ravic or such other specialized nature he may with prior approval of the Metropolitan Commissioner, Hyderabad Metropolitan Development Authority undertake journey and such employee shall be eligible for TA & DA as allowed to him under normal TA Rules of Hyderabad Metropolitan Development Authority.

**8. Reimbursement:** - All employees of the Authority are eligible for reimbursement of actual expenses incurred towards medical treatment subject to a limit of one Month's basic pay of that individual on production of necessary vouchers or bills duly certified by the authorized Medical Attendant during the course of one financial year.

**9. Adoption of the Government Orders:** - The orders issued by the Government from time to time with regard to the Medical Reimbursement to the Government employees shall be followed in respect of the employees of the Authority and it shall be competent for the Metropolitan Commissioner to adopt the orders accordingly.

**10. Removal of Doubts:** - If any doubt as to the application, interpretation of these rules, nature of treatment arises, the matter may be placed before the Metropolitan Commissioner and his orders shall be final.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**Dr. C.V.S.K. SARMA**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

To  
The Metropolitan Commissioner,  
Hyderabad Metropolitan Development Authority, Hyderabad.  
The Accountant General, AP, Hyderabad.  
P.S. to M (MA).  
Law (A) Department.

//FORWARDED BY ORDER//

SECTION OFFICER

**APPENDIX-I**

All cases requiring special sanction or relaxation or clarification or interpretation of these rules should be referred to the Metropolitan Commissioner, Hyderabad Metropolitan Development Authority for orders.

Any claim which has been preferred six months after the last date of the period of treatment shall ordinarily be rejected.

Claim for reimbursement should be preferred in the prescribed form and should be accompanied by an essentiality certificate from the Medical Officer in charge of the case in the hospital.

Application for claiming refund of medical expenses incurred in connection with Medical attendance and treatment of Hyderabad Metropolitan Development Authority employees and their families.

**Dr. C.V.S.K. SARMA**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

**SECTION OFFICER**

Hyderabad Metropolitan Development Authority

Bill for reimbursement of Medical expenses:

Name of the employee:  
Designation and pay:  
Treatment undergone by:

Additional particulars  
to be furnished in case  
payment of  
consultation fee to the  
Medical Attendant

(Name & Relationship of the employee)  
(a) Name of the Medical Attendant with  
qualification  
  
(b) Nature of treatment  
  
(c) First consultation fee and/or section  
consultation fee.  
  
(d) Amount of consultation fee paid to Medical  
attendant.

Counter signature of  
Authorized Medical  
Attendant

Signature of the employee

PARTICULARS OF BILL(S) ATTACHED

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BILL(S)

Sl. No. Name of Doctor/ .....  
Medical Stores

No.	Date	Rs.	Rs.
		.....	

Total

.....

CERTIFICATE - I

I hereby declare that my father/mother has no property of his/her own and that he/she is wholly dependent upon me.

Dr. C.V.S.K. SARMA  
PRINCIPAL SECRETARY TO GOVERNMENT

SECTION OFFICER

CERTIFICATE - II

I hereby declare and certify that the amount claimed in these bill(s) were not claimed and received previously.

Countersigned

Kindly reimburse Rs.  
(Rupees

Signature of  
Medical Attendant

only) towards cost of medicines  
purchased/ incurred by me and  
consultation fees paid to the Medical  
Attendant

Place:  
Date:

Signature of employee

(For use in Accounts Section only)

Bill No.

Voucher No.

Date:

Date:

Medical expenses register page No.  
Debit: Staff medical expenses A/c Rs.

Amount claimed      Rs.

Amount passed      Rs.

Pay Rs.      (Rupees      only)

A.A.O.

Balance amount available after  
Admitting the present Rs.

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Received Rs.      (Rupees

only) by cash, Cheque No.      date.      Paid by

cash/Cheque No.      date.

(Signature with date)

A.A.O.

Dr. C.V.S.K. SARMA  
PRINCIPAL SECRETARY TO GOVERNMENT